

LEUCADIA WASTEWATER DISTRICT
Minutes of a Community Affairs Committee Meeting
April 20, 2026

A meeting of the Community Affairs Committee (CAC) of the Leucadia Wastewater District (LWD) was held Monday, April 20, 2026 at 12:00 p.m.

1. Call to Order

Chairperson Pacilio called the meeting to order at 11:58 a.m.

2. Roll Call

DIRECTORS PRESENT: Brown (via Zoom) and Pacilio

DIRECTORS ABSENT: None

OTHERS PRESENT: General Manager Paul Bushee, Director of Finance and Administration Ryan Green, Administrative Services Supervisor Trisha Hill, Executive Assistant Tianne Baity, Neal Bloom from Rising Tide Partners (RTP)

3. Public Comment

No public comment was received.

4. Spring 2026 Newsletter Draft Layout Review

The CAC and staff reviewed the newsletter draft layout. The CAC suggested some edits. Staff stated that they would make the changes.

Following discussion, the CAC directed staff to move forward with the production of the newsletter and forward the final to the Board for their review prior to printing.

5. Rising Tide Partners (RTP) Agreement Extension for Public Information

A. Authorize the General Manager to execute a two-year extension to the RTP agreement for Public Information Services.

ADS Hill introduced the item and stated that In March 2023, the Leucadia Wastewater District (LWD) entered into an agreement with RTP to provide public information services. She noted that the agreement concludes on June 30, 2026 and the agreement included an option to extend the agreement for two additional years through June 30, 2028. ADS Hill stated this agreement structure was designed for efficiency and to maintain continuity of service if deemed beneficial by both LWD staff and RTP.

As the initial term approaches its expiration, staff has been satisfied with RTP's performance and recommends executing the two-year contract extension option to extend the agreement through June 30, 2028.

Following discussion, the CAC agreed with staff to present this item at the May Board meeting.

B. Authorize the General Manager to execute Task Order No. 4 to the Rising Tide Partners Public Information Services Agreement in the amount not to exceed \$54,972 for services through June 30, 2027.

ADS Hill introduced the item. She reviewed Task Order No. 4 noting it has been designed to

cover services for the remainder of FY26 through FY27, which ends in June 2027. She stated staff has negotiated a scope of work for Task Order No. 4 and associated fees. She then reviewed the task order specifics.

DFA Green stated that the total proposed fee for these services is \$54,972.00, which reflects a 10 percent increase from the prior year. He noted that while this is an increase, RTP's fees have remained relatively stable over the past several fiscal years.

Following discussion, the CAC agreed with staff to present this item at the May Board meeting.

6. Information Items

Staff and the CAC watched a 2 minute video created by RTP which showcased the Field Services Team visiting Capri Elementary School. The CAC enjoyed the video and thanked RTP.

7. Directors' Comments

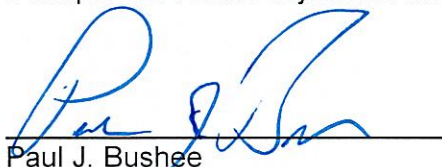
None.

8. General Manager's Comments

None.

9. Adjournment

Chairperson Pacilio adjourned the meeting at 12:27 p.m.



Paul J. Bushee
Secretary/Manager
(Seal)